

GENERAL ORDER, OPERATIONS, NUMBER 12
JUNE 29, 2001 (REVISED)
WATERLOO POLICE DEPARTMENT

A. SUBJECT:

Field Investigative Contacts / Racial Profiling

B. PURPOSE:

To provide guidelines and limitations for officers of the Department when they are engaged in the investigation of criminal activity in the field which involves contact with persons who are reasonably suspected of being involved in such activity.

C. POLICY:

It is the policy of the Department that the rights of citizens shall not be unduly or illegally infringed upon and to that end, the following procedures shall be observed.

D. PROCEDURES:

1. Definitions

- a. Mere suspicion - means that a person is suspected of criminal activity by an officer, but the officer has insufficient specific articulable reasons to be able to state why he suspects the person.
- b. Reasonable suspicion - means that an officer, using the training and experience that he has, can clearly and specifically articulate his reasons for suspecting a person of criminal activity and those reasons would lead a reasonable and prudent officer, in like circumstances, to reach the same conclusions.
- c. Probable Cause - means that set of facts and circumstances which would lead a reasonable and prudent officer to believe that a crime has or is about to be committed and the person about to be arrested is responsible.

2. Officers may not take any action against a person based on mere suspicion or less. No Department written record shall be made based on mere suspicion or less.

3. Officers may briefly detain and question a person based on reasonable suspicion that the person is, has been or is about to be involved in specific criminal acts. However, a person may not be compelled to answer and must be released promptly unless probable cause develops.

4. Officers making a brief detention and questioning based on reasonable suspicion may make a written Department record of information gained. If it is determined that a newly discovered crime has been committed, an "Offense Form" may be initiated. If the investigative stop reveals information connected with an existing case, a "Supplemental Investigative Report" may be prepared. If neither of these conditions exists, a "Field Investigative Contact Card" may be completed. In some instances, a combination of the above may be appropriate.
5. Officers may make an arrest based on probable cause and appropriate written forms shall be completed.

E. Racial Profiling

1. Officers will not detain or question a person based on Racial Profiling as defined as any police-initiated action that relies on the race, ethnicity, or national origin rather than behavior of an individual or information that leads the police to a particular individual who has been identified as being, or having been, engaged in criminal activity.
2. Officers will report to the Communications Center all vehicle/citizen contacts with individuals who are suspected of, or have been identified as being, engaged in traffic related or criminal activity.
3. Once the Officer has determined the disposition of the vehicle stop or citizen contact, the Officer will provide the Communications Center personnel with the appropriate disposition code (see attached Disposition Code Sheet).
4. Officers who are working special traffic enforcement or directed patrol projects will keep track of their contacts and disposition codes and will provide this information to the Communications Center personnel at the completion of the project.

By order of:

Thomas J. Jennings
Chief of Police

**VEHICLE / CITIZEN
CONTACT
DISPOSITION CODES**

WHITE	MALE	15-30	A
		31-100	B
	FEMALE	15-30	D
		31-100	E

TRAFFIC	WNG	1
	SRCH/WNG	2
	CITE	3
	SRCH/CITE	4
	ARREST	5

BLACK	MALE	15-30	G
		31-100	H
	FEMALE	15-30	J
		31-100	K

INVESTIG	ID	6
	SRCH/ID	7
	WNG	8
	SRCH/WNG	9
	CITE	0
	SRCH/CITE	K
	SEARCH	Y
	ARREST	Z

HISPANIC	MALE	15-30	M
		31-100	N
	FEMALE	15-30	P
		31-100	Q

ASIAN	MALE	15-30	S
		31-100	T
	FEMALE	15-30	V
		31-100	W

Example

White
Male
15-30
Speeding
Citation
A-2

OTHER	MALE	15-100	Y
	FEMALE	15-100	Z